

California Regional Water Quality Control Board  
North Coast Region

MONITORING AND REPORTING PROGRAM NO. 93-11  
WDID NO. 1B801540MEN  
(Revised On December 19, 2002)

FOR

HOPLAND PUBLIC UTILITIES DISTRICT  
WASTEWATER TREATMENT FACILITY

Mendocino County

**MONITORING**

**Influent Monitoring**

All influent samples shall be collected at a point prior to entering the treatment system. The following samples shall be collected and analyzed at the following frequency:

<u>Constituent</u>	<u>Units</u>	<u>Type of Sample</u>	<u>Sampling Frequency</u>
BOD (20°C, 5-day)	mg/L	grab	monthly
TSS	mg/L	grab	monthly
Settleable Solids	mL/L	grab	monthly
Flow	gpd	meter	continuous

**Effluent Monitoring**

Samples shall be collected at a point of discharge following the chlorine contact chamber. The following samples shall be collected and analyzed at the following frequency:

<u>Constituent</u>	<u>Units</u>	<u>Type of Sample</u>	<u>Sampling Frequency</u>
BOD (20°C, 5-day)	mg/L	grab	weekly
TSS	mg/L	grab	weekly
Settleable Solids	mL/L	grab	weekly
Total Coliform Organisms	MPN/100 ml	grab	weekly
pH	pH units	grab	daily
Chlorine Residual	mg/L	grab	daily
Flow	gpd	meter	continuous
Total Flow	gpd	meter	daily

## REPORTING

Monitoring and Reporting Program No. 93-11 shall become effective on January 1, 2003. Monthly monitoring reports shall be submitted to the California Regional Water Quality Control Board, North Coast Region (Regional Water Board), for each month by the last day of the following month. The results of all water quality monitoring performed will be submitted in the monthly monitoring reports. In reporting the monitoring data each month, the Discharger shall:

1. arrange the data in tabular form on an 8 1/2- by 11-inch sheet so that the date, the constituents, and the concentrations and location of each sampling point are readily discernible;
2. summarize the data in such a manner as to illustrate compliance with waste discharge requirements;
3. submit all report entries in a typewritten or word processed format;
4. submit laboratory analysis report sheets for all analyses not performed at the facility;
5. calculate and clearly identify 30-day average values for each constituents that has a 30-day average effluent limit;
6. report the daily amount of septage accepted by the facility;
7. attach a cover letter to the front of the monitoring report that clearly identifies the name of the facility, Order No., and WDID No. The cover letter shall clearly identify any violations of Waste Discharge Requirements including, but not limited to:
  - a. exceedances of effluent limitations;
  - b. incidents of wastewater treatment and collection system equipment failure;
  - c. sanitary sewer overflow events resulting in a discharge of more than five gallons of raw or treated sewage or a discharge to surface waters or a storm drain; and
  - d. structural or operational deviations from the Report of Waste Discharge filed by the Discharger on September 21, 1992.
8. include within the cover letter a discussion of the cause of the violations, a description of actions taken by the Discharger to reduce the occurrence of violations, and a description of significant maintenance projects; and
9. affix to the report the signature of a principal executive officer, ranking elected official, or a duly authorized representative.
  - a. a duly authorized representative may sign the report only if the following requirements are met:

1. the authorization is made in writing by either a principal executive officer or ranking elected official;
  2. the authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the agency; and
  3. the written authorization is submitted to the Regional Water Board prior to or attached to any reports signed by the authorized representative.
- b. Any person signing the monitoring report shall make the following certification:

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted, is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Ordered by \_\_\_\_\_

Susan A. Warner  
Executive Officer

December 19, 2002